

## ADMINISTRATIVE NOTES

U.S. GOVERNMENT PRINTING OFFICE  
SUPERINTENDENT OF DOCUMENTS  
LIBRARY PROGRAMS SERVICE



VOL. 5, NO. 4

GP 3.16/3-2:5/4

MARCH 1984

### COUNCIL MEETING REMINDER

Make your reservation soon for the Spring meeting of the Depository Library Council to the Public Printer. We want as many librarians as possible in Atlanta, GA, April 11-13, 1984. Remember also to take part in our informal get-together on the evening before the meeting, in the lobby of the Sheraton-Atlanta Hotel, Tuesday at 6:00 p.m.

The Sheraton-Atlanta Hotel is located at 590 West Peachtree Street, N.W., Atlanta, GA 30308. They are providing us a special rate: Single or Double, \$35 + tax. Just mention that you will be attending the Government Printing Office Council Meeting.

The Hotel telephone number is: (404) 881-6000. Two toll-free numbers are also available for reservations: in Missouri, 1-800-392-3500; in all other states, 1-800-325-3535.

Make your reservations soon! The Hotel can only guarantee a room if notified by March 10, 1984. If attendees have any problems or special needs, ask for the Reservation Manager, Mr. Patrick Donovan.

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### COUNCIL SUMMARY

Included in this issue of ADMIN NOTES is the official summary of the Fall Meeting of the Depository Library Council to the Public Printer, held in Seattle, WA, September 15-17, 1984. The two available committee reports are included; when the third report becomes available, it will be sent with a future ADMIN NOTES.

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### COUNCIL TRANSCRIPT ON FICHE

Keep a watchful eye on incoming microfiche in the days ahead! You will be receiving on fiche a full transcript and appendix for the Fall 1983 meeting. Respectively, these are: GP 3.30:983/2 and GP 3.30:983/2/app. We know that you will find them of great interest.

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GPO received several requests for guidance from depository librarians concerning communications they had received from Federal agencies asking withdrawal of specified depository documents from their collections. Before responding to these inquiries, the Library Programs Service requested and obtained an opinion from the GPO General Counsel. The following are key passages excerpted from that opinion:

"In regard to the disposal of outdated documents, the Superintendent of Documents is empowered by statute to determine whether certain publications have been superseded and then to authorize their disposal. 44 U.S.C.

1911, 1912 (1976). It is not a part of this statutory scheme for agencies to contact depository libraries directly to notify them that certain documents should be disposed. Rather, it is the responsibility of the Office of the Superintendent of Documents. Therefore, if the Department of Health & Human Services believes that certain of the documents which it originated have been superseded by more current or by updated publications, the Superintendent of Documents should be informed so that it can notify the members of the depository community to take the appropriate action to dispose of the superseded documents.

"The statute governing the Depository Library Program requires that Government publications be made available to designated depository libraries by the Superintendent of Documents. The only exceptions are those publications determined by their issuing components to be 'for official use only or for strictly administrative or operational purposes which have no public interest or educational value, and publications classified for reasons of national security.' 44 U.S.C. § 1902 (1976). It is the issuing agency which makes the determination whether any particular document is offered by the Superintendent of Documents through the Depository Library Program. If a document is for internal purposes, is administrative in nature, and has no public interest or educational value, it has no place in the Program."

Depository librarians now have guidance for dealing with any future requests for the withdrawal of depository documents from their collections. Specifically, librarians should refuse to comply with the request and should report the incident to the Superintendent of Documents, providing any pertinent documentation.

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#### ADMIN NOTES ON FICHE

In response to the many librarians whose issues of ADMIN NOTES are wearing thin or managing to disappear, we will be sending soon on microfiche: ADMINISTRATIVE NOTES (Microfiche Cumulation 1980-1983), GP 3.16/3-2:1-4. Watch for it!

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## 1984- #1 ITEM SELECTION UPDATE

As you must now be aware, the 1984- #1 Item Selection Update is in full swing. LPS mailed the selection information to the libraries on January 20, 1984; and all selection amendments were due into LPS on February 24, 1984. We have already allowed a one-week extension, and we have set a final cut-off date of March 2nd for receipt of the item amendment cards at LPS.

Selection amendments received after March 2, 1984, will be held for the next 1984- #2 Item Selection Update to commence July 1984. We realize the summer months are difficult for some libraries, so we ask that you begin planning in advance for the July, 1984, Item Selection Update.

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## DOCUMENTS NEWSLETTERS WANTED

The Library Programs Service is interested in receiving copies of newsletters published by the various State Government Documents Round Table organizations. These publications contain a wealth of information. They are especially welcome to Depository Library Inspectors who like to share ideas with other Documents Librarians. Send newsletters to:

Director, Library Programs Service  
Government Printing Office  
5236 Eisenhower Avenue  
Alexandria, VA 22304

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## GPO CATALOGING GUIDELINES, CHANGE 2

Change 2 to the Government Printing Office Cataloging Guidelines is currently being prepared for distribution to depository libraries. This update contains thirty-three new and revised pages which reflect new policies and procedures, or which incorporate new or revised examples. In the interest of effecting cost savings and improving timeliness, Change 2 will be reproduced on an offset duplicator, rather than printed. This process will allow future changes to be distributed to depository libraries more frequently.

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## NEW POSTERS

GPO's Marketing Division has just produced three very attractive color posters designed to promote the Federal Depository Library Program. They measure 17" x 22" and are folded and mailed in a 9" x 12" envelope. Although they are not a depository item, Marketing will honor all requests for these free posters. Just drop a note with your current mailing address to:

Mary Lee O'Brien  
Marketing Librarian - STOP: MK  
Government Printing Office  
Washington, D.C. 20401

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## USGS SURVEY CORRECTION

On Shipping List Number 18,143, Survey 83-12, dated June 24, 1983, it was stated that the "Water Resources Investigation Folders," classified I 19.94:- , would supply maps for each state; therefore, item numbers 619-N-01 to 619-N-53 were applied. The United States Geological Survey has since informed us that this is not the case, and that they will not be distributed by states. Henceforth, the original item number has been changed to read 619-N and has also appeared this way on the Selection Update Printout which was distributed recently. Those libraries who selected any parts of the original item number have been added on for 619-N.

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## AG OPINION DISCONTINUED

Opinion of the Attorney General of the United States, classified J 1.5/a: (V.No./Op. No.), item number 718, has been discontinued with volume 43, opinion 27. The last issue we distributed was volume 43, opinion 22. We will distribute volume 43, numbers 23-27, in the near future.

Be aware that there are two different class numbers for the separate opinions. J 1.5/a:- is a contin classification number; and J 1.5/2:- is a monograph classification number. It is only the first of these two which is being discontinued.

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## AGRICULTURE DECISIONS DELAY

The Department of Agriculture informed the Library Programs Service of a continuing delay in the printing of Agriculture Decisions, classified A 1.58/a:- , item number 0002. The last issue printed was that for March 1983 (on Shipping List 18,014, dated May 11, 1983). The title has not been discontinued; and printing will resume at an unspecified future date.

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## PROGRESSIVE FISH-CULTURIST

The Progressive Fish-Culturist, classified I 49.35:- , item number 612-B, has not been discontinued as a depository item. However, it will be printed by the American Fisheries Society, a private firm; but we do expect copies to be delivered to LPS for depository distribution.

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## QUESTIONNAIRE ATTACHED

The final sheet of ADMIN NOTES, on white paper, is a short questionnaire on tapes and data bases. Please remove the sheet; fill it out; and return it to us. We would like to be able to share this information with the librarians attending the Council meeting in Atlanta, April 11-13, 1984.

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# Sheraton-Atlanta Hotel

SHERATON HOTELS, INNS & RESORTS WORLDWIDE  
590 WEST PEACHTREE STREET, N.W., ATLANTA, GEORGIA 404/881-6000

## FACT SHEET

**LOCATION/TRANSPORTATION:** Downtown hotel located adjacent to Life of Georgia Complex. One mile from the Georgia World Congress Center; 6 blocks from the Civic Center; 9 blocks from the Atlanta Merchandise Mart; 12 miles/25 minutes from Hartsfield International Airport; Airport bus \$5.25 per person, taxi \$14.00 (one way). Just off Exit #100 from North/South Interstates 75 & 85. MARTA bus service (local transit system) stops at front door; subway entrance 1 block.

**ACCOMMODATIONS:** Modern 25 story hotel with 505 rooms including 45 suites. All include terrace or balcony, individual climate control, color TV with feature movies, direct dial telephone, phone message alert. Four rooms have private outdoor pools (seasonal). Most rooms have either two double beds or king-size beds, and can accommodate handicapped. Groups can be pre-registered.

**DINING/ENTERTAINMENT:** The Terrace Cafe serves meals and snacks from 7 a.m. to 11 p.m. Ashley's Lobby Lounge serves cocktails and food from 11:30 a.m. Monday through Saturday, and from 1 p.m. on Sunday. Room Service 7 a.m. to 10:45 p.m. daily.

**NEW:** Cypress Bay Roof-top restaurant specializing in Continental Cuisine with complete dinner menu Sunday through Saturday 6 p.m. - 11 p.m. Okefenokee Lounge with panoramic view of Atlanta and entertainment nightly 4 p.m. - 2 a.m. Monday through Friday, 6 p.m. - 2 a.m. on Saturday, and 6 p.m. - Midnight on Sunday.

**SERVICES/FACILITIES/SHOPS:** Gift Shop and newsstand, Beauty & Barber Shop, Car Rental Service, Delta Airlines ticket counter, Ice & Vending Machines on every floor, Laundry & Dry Cleaning, Babysitters available on request. Staff fluency: Spanish, French, German, Italian, Greek, Russian. Indoor attached self-service parking available at nominal charge.

**CREDIT CARDS ACCEPTED:** American Express, Carte Blanche, Diners, MasterCard, Visa.

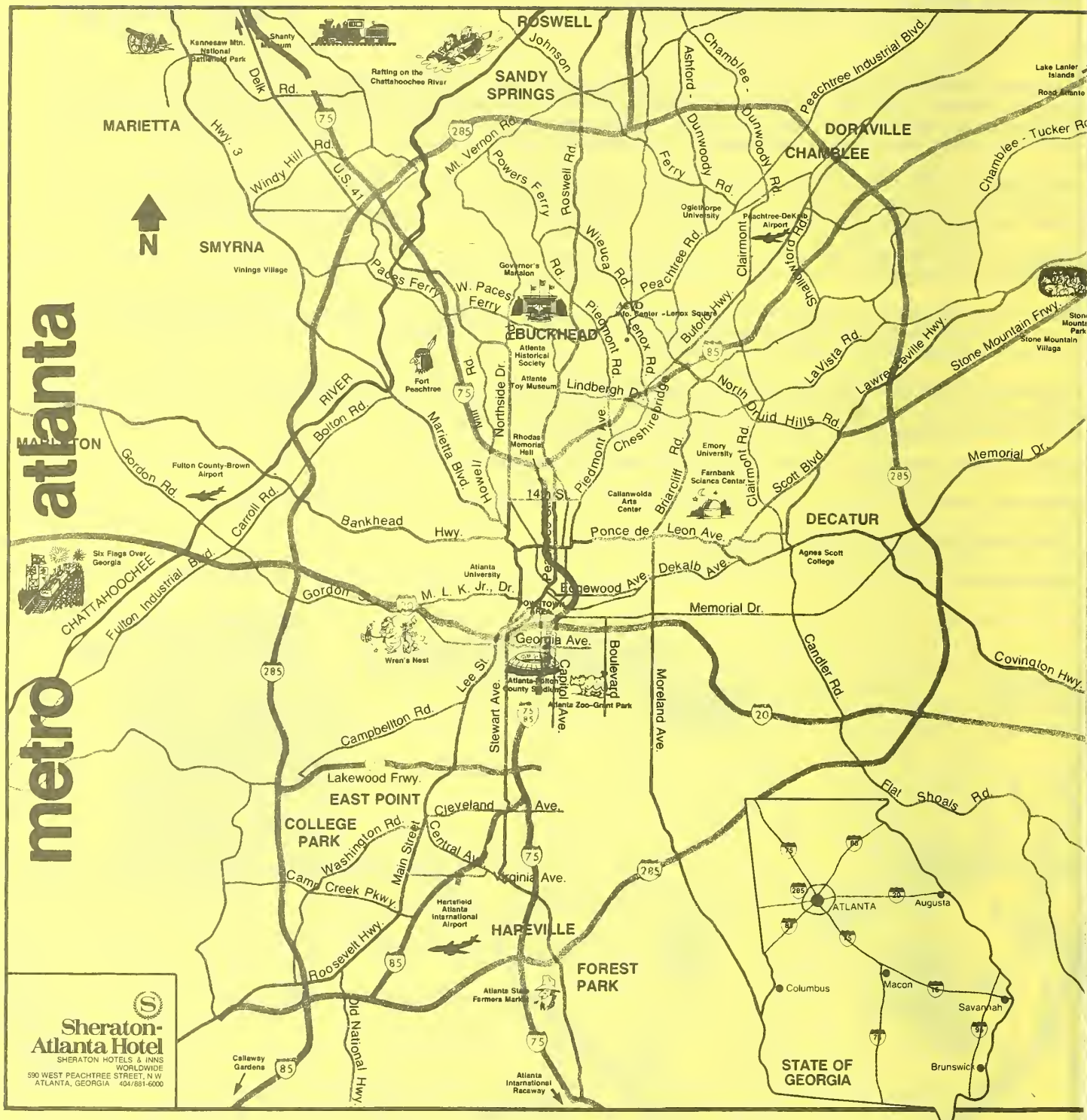
**FOREIGN CURRENCY:** Accepted. **CHECK CASHING:** Limit \$100.00 with major credit card and driver's license.

**DIRECT BILLING:** To be arranged in advance with Credit Manager.

**RECREATIONAL/AMUSEMENT FACILITIES:** Outdoor swimming pool (seasonal), Jogging Track nearby at Georgia Tech.







## SERIALS/PERIODICALS UPDATE

9Feb.83

A 98.11:(v.nos.&nos.)	Food & nutrition. Item 74-A-3. Frequency changed from bimonthly to quarterly with v. 12, no. 4 (Oct. 1982).
C 21.12/2:(date)	Index to classification. Item 257. Title changed to: Index to the U.S. patent classification with Dec. 1977.
E 1.54:(v.nos.&nos.)	Energy insider. Item 429-T-37. Title changed to: DOE this month with v. 7, no. 2 (Feb. 1984).
HE 20.7212:(date)	Focal points. Item 504-A-1. Frequency changed from monthly to 6 issues per year with July 1983. Had been suspended Sept. 1981-June 1983 and the publication schedule is still running late.
HE 20.7309:(nos.)	VD statistical letter. Item 494-K-02. Title changed to: Sexually transmitted disease (STD) statistical letter in 1978.
HE 23.10:(date)	Human development news. Item 529-A-1. Frequency changed from monthly to 8 issues per year with Jan. 1982 (Oct. & Nov. 1981 issues not published); frequency changed from 8 issues per year to 6 issues per year with Oct./Nov. 1983 or Dec. 83/Jan. 84.
HE 23.11:(date)	HDS telephone directory. Item 529-A-2. Title changed to: OHDS telephone directory with Winter 1984.
LC 30.9:(v.nos.&nos.)	Monthly checklist of state publications. Item 816. Neither the 1982 nor the 1983 index has been published yet.

## DISCONTINUED TITLES

A 105.49:(date)	Gum naval stores. Discontinued sometime in 1982.
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SUMMARY OF MEETING

AN-v5n4-3/84

DEPOSITORY LIBRARY COUNCIL TO THE PUBLIC PRINTER

September 15-17, 1983

Park Hilton Hotel

Seattle, Washington

The Depository Library Council to the Public Printer met in Seattle, Washington, on September 15, 16, and 17, 1983.

- I. The meeting was called to order by Chairperson Jeanne Isacco at 8:35 AM on Thursday, September 15. All members of Council were present. The agenda was amended and adopted. The summary minutes from the previous meeting were adopted as submitted.
- II. Deputy Public Printer William J. Barrett gave the opening address. Mr. Barrett conveyed the greetings of the Public Printer, extended a welcome to all present, especially the five new council members, and expressed thanks for the services of the five retiring members.

Mr. Barrett announced the development of a new liaison between the Depository Library Council and the Information Industry Association. New council member Mildred Mason, Director of the Library and Information Center, Bureau of National Affairs, represents the Association. In turn, the chairperson of the Depository Library Council is invited to serve on the Information Industry Council. Mr. Barrett commended these appointments, saying they "will further the efforts of each council through the exchange of ideas and sharing of expertise in the areas of concern to all of us."

Mr. Barrett announced the departure from GPO of Sarah Kadec, Director of Library Programs Service. As one of Ms. Kadec's major contributions to LPS operations, Mr. Barrett cited the initiation of an integrated online data base project. The project is expected to supplant Depository Distribution and Information System (DDIS) and Automated Cataloging System (ACS) and to support several internal administrative operations as well. The Public Printer has supported the basic concept and planning and evaluation are now in process.

Mr. Barrett discussed the President's Private Sector Survey on Cost Control, popularly known as the Grace Commission. The commission was established on June 30, 1982, to explore ways to improve management efficiency and reduce costs within the executive branch. The commission is supported and staffed entirely by the private sector. Its 161 members comprise thirty-six task forces, some studying agencies and others, broad management issues such as personnel. Last July the task force studying executive branch printing issued a draft report on which GPO has filed a lengthy comment. To the recommendation of the Task Force that agencies develop publication cost accounting systems, GPO replied that such systems would be difficult to implement because costs solely attributable to publishing are hard to identify. Publications are generally by-products of operations. Publishing costs and operational costs will be difficult to separate. The Task Force also recommended that agencies be granted the right to charge user fees to recover publication costs. GPO replied that it is



authorized by law to sell federal publications and that its centralized operation creates economies of scale. It further argued that if agencies handled their own sales operations the resulting decentralization would drive costs up and create major inconveniences for the public seeking the source of a particular title. GPO fully supported the third Task Force recommendation that the over 250 executive branch field printing plants be closed, consolidated or downgraded. Mr. Barrett complimented the Grace Commission on its contribution to the study of the management of federal publishing activities and stated that with consideration of certain of its conclusions resolution of long-standing problems in this area would be well underway.

The meeting was opened to questions. Dr. Patricia Reeling asked whether the Task Force recommendation relating to user fees was motivated by dissatisfaction with GPO pricing and distribution policies or practices. Mr. Barrett replied that he didn't believe so. Dr. Reeling then asked whether the GPO rebuttal to the user fee recommendation was strong enough to defeat it. Mr. Barrett said he hoped so, that it was pretty strong. Mr. Barrett added that at a White House meeting of agency heads the President indicated he planned to implement most of the Grace Commission's recommendations and that agencies should carefully rebut any points with which they disagreed.

Ms. Lois Mills asked about the availability of the report. Mr. Barrett replied that he would supply her a copy of it and the GPO comments. Ms. Sandra Peterson said she possessed a copy and that it is available from the Commission for \$8.26. Chairperson Jeanne Isacco requested that Ms. Peterson obtain the complete name and address. Later in the day Ms. Peterson announced the source as Ms. Phyllis Lambrey, Room 6628, Department of Commerce, 14th and Constitution Avenue, Washington, DC. Telephone (202) 377-3271. Orders must be prepaid. The title of the report is Management Office Selected Issues, vol. 1: Publishing, Printing, Reproduction, and Audio-Visual Activities.

III. Mr. Michael F. DiMario, Superintendent of Documents, introduced the five new Council members (Marian Carroll, Documents Librarian, Illinois State University, Jennie Cross, Assistant Director, Educational Resources Center, Oakland Schools, Pontiac Michigan, Mildred Mason, Bureau of National Affairs, Bruce Morton, Carleton College, Northfield Minnesota, Barrat Wilkins, Florida State Librarian) and representatives from the Government Printing Office: cataloging section chiefs Jean Ott, Marian White, and Gil Baldwin; depository library inspectors Bob Farina, and Joe McClane; John Beetle of GPO Sales; Don Fossedal and Mary Lee O'Brien from Marketing; Joan Tracy, Seattle bookstore manager; and Mike Atkins, Seattle regional printing procurement manager. Mr. DiMario offered best wishes to Sarah Kadec and announced that she had agreed to provide assistance in the development of the automated data processing system. Also leaving Library Programs Service are Jean Ott, who is going to Library of Congress, and Jean Redmond, who is joining the GPO marketing staff.

It is now probable that Library Programs Service will move to the GPO building in Washington. The move will lead to improvements in space utilization and budgeting as well as locate LPS staff closer to those, both within and without GPO, with whom they must work. Approval has been obtained for the acquisition of a microfiche duplicator and collator for library claims, a new conveyor system, a lighted bin distribution system,

a mailing system, and suitable storage equipment for hard copy and microfiche. JCP approval must yet be obtained. It is expected that the new marketing program will reverse a downward trend in sales. The publications pricing formula is still being worked on. Changes announced in April have been implemented and further changes should be announced in October. Progress is being made in the area of automation although problems remain to be resolved. The GAO report on the GPO sales program, often referred to as the "Bookstore Report," is expected soon. Other GAO studies of LPS operations will be issued soon as will be the new printing and binding regulations from the Joint Committee on Printing.

- IV. The report of the Joint Committee on Printing was presented by Anthony J. Zagami, General Counsel, and Bernadine Hoduski, Professional Staff Member. Mr. Zagami summarized the provisions of the draft printing and binding regulations. The draft is now under Congressional review and the public will have a thirty-day period for comment. The intent of the revision is to recognize and take advantage of new technologies that can improve efficiency and economy and to provide new emphasis on the distribution program. Features proposed for the new regulations include standards for document identification, archival and preservation requirements, distribution reporting requirements for government agencies, emphasis on document distribution to depositories, provision for regional depositories to house portions of their collections in other libraries on approval of GPO, support for establishing a comprehensive system of indexing and cataloging, provision of uniform microform standards. Sections will also deal with the sales program, the depository library system, and international exchange.

Ms. Hoduski spoke on several issues. The effort continues to track down publications missed by the depository system. Librarians are encouraged to notify JCP of publications which appear as privately published items. Of 500 distinct items contributed, approximately 90% were verified as not listed. Letters regarding these titles were sent to the appropriate agencies requesting that copies be sent to JCP for delivery to GPO.

Ms. Hoduski stated that the GAO audit reports have had a positive influence. GPO and JCP have received for comment drafts of some of the reports. GAO reports that its questionnaire regarding the depository program audit received a very good response.

Congressman Hawkins, chair of the Joint Committee on Printing, sent to all members of Congress a copy of the committee print on depository libraries and a leaflet promoting the depository program.

Title, volume, and issue information now appears on the spine of the Congressional Record. In response to a question from the audience, Ms. Hoduski acknowledged that similar spine information has not been applied to the Federal Register and that cover windows were denied by the Office of Federal Register on the grounds of unreasonable cost. The possibility of developing a cumulative microfiche index to the Congressional Record is currently being explored.

The cataloging manual developed by GODORT is expected to be published in early 1984. Proof is now being generated for editing.



Ms. Hoduski responded to several questions from the audience. Questions on the restriction of information should be addressed to the agency involved. Such restriction has recently led to the reduction in distribution of Army Field manuals. Agencies are not authorized to request the withdrawal of dated material. Complaints should be sent to GPO. However, agencies do have the right to request withdrawal of erroneous publications. GPO is currently looking into this problem.

- V. Ms. Sarah T. Kadec, Director, Library Programs Service, spoke on the progress and problems within Library Programs Service since the spring council meeting. Probably the most significant event was the commitment to developing and implementing an integrated automated data processing system. A fact sheet was made available for all attendees at the meeting and everyone was urged to read it and give GPO the benefit of support and suggestions.

The map distribution program governing Geological Survey and Defense Mapping Agency products is nearing completion and should be in operation in a few weeks. The bibliographic control for these materials will be the same as that for other maps in the depository program. GPO will take steps to bring the maps of other agencies into the program as soon as the USGS/DMA project is established.

The Department of Energy agreement is nearing completion and depositories may expect to begin receiving current titles by the beginning of 1984. Bibliographic control will be through Energy Research Abstracts as recataloging for the Monthly Catalog is not practical or cost-effective. If desirable at some future time, DOE machine-readable records can be added to the Monthly Catalog file.

Depository library inspections resumed in May with priority being given to libraries not inspected since 1977. Library Programs Service feels it can guarantee a seven-year inspection cycle and will reduce the time period if possible.

Policy statement SOD-13, governing microfiche conversion, has been revised. Guidelines for selecting titles for conversion are now uniform. The lack of a microfiche duplicator prevents the continued availability of a microfiche report, but LPS is confident that the equipment can be obtained soon. Then it will be possible to satisfy claims and replace fiche damaged or lost.

The frequency of Administrative Notes has been increased and it is hoped that the improved communication is helpful in keeping the depository library community aware of LPS activities, problems and achievements.

Ms. Kadec acknowledged that some of her decisions were received by librarians with criticism. These decisions were made for the sake of expediency and with the view that some temporary problems and inconveniences are necessary in working for long-range improvement. The problem in Library Programs Service is that procedures were developed over years which aimed at short-range solutions while no attempt was made to develop processes and technologies which would lead to permanent solutions. Ms Kadec asked for the patience of everyone for the next few years while new procedures, equipment, and automated systems are put in place for lasting improvement.

The header problem on the recent five-year cumulation of the Monthly Catalog on microfiche was owing to the large size of the publication (14,000 pages) and the lack of staff to proof adequately. The decision was made to proceed with the project in hopes that difficulties could be solved in the foreseeable future. Classification errors continue in spite of all attempts to solve the problem. A new classification manual now being prepared should help. Breaking apart the classification and item numbers is imperative and a new item selection system must be devised even though it will cause inconvenience and force adjustments. Depository library support could minimize the impact. DDIS continues to create difficulties. For example, implementing the printouts from the late 1983 survey required 54 staff members for two weeks. It is clear that the present selection cycle takes about five months which makes quarterly updates unfeasible. It is the goal of the Library Program Service to have an automated system that will allow selections to be made at any time and to take effect almost immediately.

In conclusion, Ms. Kadec made a few miscellaneous announcements. The Serial Set through 97-1 is complete; the proposed abbreviated record is planned for the printed Monthly Catalog only, the full AACR2 record will be available in fiche and online; the July 1983 Monthly Catalog contains the new contract number index and the September issue includes the list of depository libraries; efforts will be renewed to place SuDocs class numbers for Department of Energy materials into the microfiche and into Energy Research Abstracts; depositories will receive DOE fiche for 1983 onward and ways will be sought to obtain the retrospective materials for distribution. (In a handout available at the meeting, GPO announced the decision not to distribute documents issued prior to 1983 as was originally planned.)

Ms. Kadec thanked everyone for support she has received and complimented the LPS staff for its skill and dedication. She also expressed appreciation for the support of GPO management and offered her services wherever and whenever possible. She encouraged everyone to concentrate on the broader issues affecting the generation and use of federal information and to trust that the smaller issues would fall into place as a result.

In the discussion following Ms. Kadec's remarks it was revealed that depository library response to the survey for the pre-1983 DOE microfiche was unexpectedly high, perhaps because many libraries expected to replace their paper copy collections. As a result of the response, cost estimates were driven upward to the point where GPO felt it could no longer afford to distribute the material. GPO will continue to address the problem. The memorandum of understanding between GPO and DOE has yet to be approved by DOE which is now evaluating it. Once agreement is reached, procedures for the distribution must be developed. Criticism was expressed of the postcard system of selecting items. It is temporary. The data will be inserted into the program generating the printout.

- VI. Mr. Donald E. Fossedal, Director of Marketing, discussed the achievements of the marketing program over the past several months. The fourth edition of U.S. Government Books is now out. Subject categories have been added to the new books list. GPO has received Advertising Council backing for its campaign thus increasing the ease with which ads can be placed. Unpaid ads have appeared in Atlantic and National Geographic. GPO is encouraging periodical publishers to run ads in blank space that would otherwise be unfilled. Public service announcements now run on over 500 radio



stations plus the major networks and Armed Forces Radio. A direct response marketing program has been inaugurated which directs flyers to targeted audiences.

Mr. Fossedal introduced Mary Lee O'Brien, Marketing Librarian, who unveiled the marketing program for depository libraries. The program will be directed to depository libraries and libraries generally (some 65,000 nationwide) and to the public at large. Promotional materials will include posters and book marks. Information will be conveyed by direct mail and print ads. Radio spots and appearances before public groups are also planned.

- VII. Thursday afternoon began with a panel presentation on entering documents into the Washington Library Network (WLN) system. Panelists were Ms. Ann Bergent, Regional Depository Librarian, Washington State Library; Mr. Dennis W. Baird., Regional Depository Librarian, University of Idaho Libraries, and Ms. Gwen Newborg, Regional Depository Librarian, Portland State University Library. Ms. Bergent spoke briefly on the desire of Washington State Library to add documents to WLN. A full batch load was rejected as adding too much bulk to the fiche product. The Publications Reference File is now being evaluated as a source, but WLN would have to reprogram in order to accept the data. The State Library is also considering selective additions amounting to about ten per cent of its collection.

Mr. Baird said that his library's desire was to provide general access to the documents collection which is kept in a separate documents department and to add to the Resource Directory, the WLN microfiche catalog of holdings. A major difficulty in using the GPO Monthly Catalog tapes is conflict with the WLN authority file. The University of Idaho has added its holdings to WLN except for maps because WLN has not adopted the MARC maps format. Mr. Baird urged GPO to authenticate its serial records for CONSER so that WLN can load them. University of Idaho has experienced an increased interlibrary loan activity now that its holdings are available on WLN. This activity has created some workload problem.

Ms. Newborg described the documents arrangement at Portland State University. All documents are cataloged in LC for shelving on the appropriate subject floor. There is a major processing backlog because the catalogers do not accept Monthly Catalog records. WLN is of less use to Portland State because most Oregon libraries use OCLC.

David Griffin, Serials Librarian, WLN, gave a technical summary of the utility's operation. WLN, a division of the Washington State Library, is a multi-service bibliographic utility with one hundred members. WLN does not accept GPO serials tapes because of authority conflicts and the presence of duplicate issue-specific records. However, WLN does provide guidelines for entering serials records either as Library of Congress or as locally created records. Mr. Griffin described the WLN subsystems, the authority linking system, and the procedures for searching.

- VIII. Mr. Michael J. Atkins, Seattle Regional Printing and Procurement Office, described the Regional Printing and Procurement Office organization. The operation was begun in 1968 and there are now fourteen offices in ten regions. In addition there are six GPO regional field printing offices combined with the RPPO's. In Region 10 (Seattle) there are, in addition to the Seattle RPPO, nine agency printing plants authorized by the Joint

Committee on Printing for such agencies as Corps of Engineers, Bonneville Power Administration, and Department of Energy. Mr. Atkins noted that a form is submitted to GPO providing a description and synopsis of a new publication. The RPPO will initiate this form if one is not provided by the agency.

During the audience discussion comments centered on the acquisition of regionally produced publications by local libraries and the need to convince agencies to cooperate with GPO in getting publications into the depository system. Agency cooperation in the Pacific Northwest has improved since the meetings held by the Joint Committee on Printing a few years ago. Depository libraries need to communicate directly with the agencies to improve routing publications to GPO. Libraries also need to supply GPO with title pages.

- IX. Mr. Richard Leacy, Documents Librarian, Price Gilbert Memorial Library, Georgia Institute of Technology, and member of the Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases, reported on the purpose of the committee, its agenda, and its accomplishments to date. The committee was formally established by the Joint Committee on Printing in May 1983. Three subcommittees were established to explore specific aspects of the federal data base question. One is investigating the present availability of federal data in automated form, particularly to libraries and the public. A second is developing a questionnaire to determine what material available to depositories is also available in automated form and to what extent depositories currently have access to machine-readable data files. The third subcommittee is evaluating the current state of the art of computer technology with projections of development in the next five and ten years. The committee has established a schedule of semi-monthly meetings through mid-December. These meetings are devoted to the gathering of information from a wide range of experts on automated data files and depository library needs. The committee expects to complete its deliberations in January 1984 and submit a final report to the Joint Committee on Printing later that year.
- X. Council committee chairpersons described their planned agendas for committee meetings. The Depository Systems Committee planned to discuss GPO marketing and promotion, the GPO depository library workshops, the depository library inspection form, the instructions for depository libraries, and the five-year retention requirement for depository publications. The GPO Organization Committee planned to discuss the proposed automated data processing system which GPO expects to develop, the Monthly Catalog format, the item number system, the distribution of bills in fiche format, Resolution 10 (printing essential information on the covers of List of Sections Affect, Federal Register, and Congressional Record), and the distribution in fiche of all publications listed in the Monthly Catalog. The Cataloging Committee planned to discuss the response to Resolution no. 5 (name authorities and cataloging levels), the GPO classification manual and procedures, the Senate Library numbering scheme, and the authentication of GPO serial records through CONSER.

The general session of the Council then adjourned until the next morning and the members met in committees for the remainder of the day. The reports of committee activities are attached.



XI. The Depository Library Council reconvened at 8:30 AM on Friday, September 16. Chairperson Jeanne Isacco entertained a motion to delete sex-specific terms from the Council by-laws. It was so moved by Dr. Pat Reeling and seconded by Carol Turner. The motion carried by unanimous voice vote.

XII. Ms. Eleanor Chase, Head of Government Publications, University of Washington, reported on depository library/federal agency library cooperation in the Seattle area. Through regular lunch and tour get-togethers the staffs of the agency libraries and the two depositories, Seattle Public Library and the University of Washington, become familiar with each other's operations and needs. Mr. Larry Hartke, Seattle Regional Census Office, emphasized the importance of knowing individuals in making patron referrals. Ms. Chase then described the Westfornet service provided by the University of Washington to the Forest Service. The service, taken over from the library of the Pacific Northwest Forest and Range Experiment Station, answers more than 600 reference questions monthly with a staff of two librarians plus classified staff and students.

XIII. Programs of the Bureau of the Census were discussed by Lawrence Weisser, Washington Data Center Coordinator, and Peter Bounpane, Assistant Director for Demographics. Mr. Weisser gave a brief update of the Census Data Center Program. The state/federal cooperative program is intended to bring census data to as wide an audience as possible through a network of regional and affiliate centers. Emphasis is on the creating of locally and regionally useful products by processing the Bureau of Census machine-readable tapes.

Mr. Bounpane described the plans and goals for the 1990 decennial census. An early step to be taken is a careful analysis of the 1980 census. A second goal is to improve two-way communication between the Census Bureau and the major "stakeholders." These are Congress, libraries, and the general public. The Bureau needs to learn about the needs and concerns of these groups and to incorporate this information into planning for 1990. Among the major decisions yet to be made are choosing a data collection methodology, improving the process to save time and money, developing and evaluating adjustment techniques, choosing the best balance between counting and estimating, deciding on the questionnaire content, and improving product dissemination. Several criteria will be used to arrive at decisions on these issues. Primarily the census must meet constitutional and legal requirements. Beyond that, it must be accurate and equitable among all groups of people, it must maintain confidentiality, it must keep costs reasonable, the need for information must be balanced with the reporting burden, and data products must be available in time and in a form to be useful.

The reports of Mr. Weisser and Mr. Bounpane led to the raising of a number of ideas and concerns during the discussion period. It was suggested that the Census Bureau involve libraries in its publicity efforts for 1990 and that it consider issuing data on floppy disk for use with micro-computers. In response to a question concerning the publishing of census data by the private sector, Mr. Bounpane said that he could not predict the extent to which private firms would be involved in data dissemination for 1990 but that in general he supported and encouraged their involvement. The concern was expressed that the various state data centers are unequal in their services. Standards need to be developed to ensure comparable

services and products at the state level. Finally, the Census Bureau will explore ways to minimize the delay of data delivery for large states. The current delays are owing to manual checking procedures.

- XIV. Ms. Virginia Collier, Oklahoma Department of Libraries, described her project for obtaining a grant to deposit document reference tools in small to medium public libraries in Oklahoma. A \$10,000 LSCA Title I grant was obtained to purchase American Statistics Index, Monthly Catalog, and Index to U.S. Government Periodicals plus a microfiche reader if needed, for eight libraries. The grant also covered staff training in these libraries. An additional seven libraries with no documents staff received the Monthly Catalog only. A follow-up grant to provide for second-year subscriptions has not yet been acted on.
- XV. Ms. Suzanne C. Dodson, Head of Government Publications and Microforms, University of British Columbia Library, described the documents collection and services and then discussed the problems in evaluating microform products and viewing equipment. Ms. Dodson enjoys considerable freedom in tailoring her collection to meet user needs. The Canadian depository program has no restrictions on retention or processing and her U.S. collection is non-depository. The microform collection consists of some 2,800,000 pieces including non-document material. Providing acceptable service to the collection requires high quality reading equipment, easy access, and an enthusiastic staff. Among the concerns in dealing with large microform collections are adequate bibliographic control, acceptable readers and storage space and good quality film product. Ms. Dodson's major emphasis was on the need for careful and thorough evaluation of film and equipment standards. The claims of publishers and manufacturers cannot be relied on. The librarian must be independently conversant with technical details.
- XVI. Mr. Frederick G. Kilgour, Vice Chairman, Board of Trustees, Online Computer Library Center, described his view of the prospects for online content retrieval from government documents. His views were based on certain assumptions: that most documents are consulted and not read, that much government information requires data manipulation, that some government information is already in machine-readable form, that machine-readable copy will eventually become the primary product, and that the popularity of home computers and related hardware is rapidly increasing. Mr. Kilgour sees online catalogs as much more powerful than simple book finding tools. The online catalog can make information available to everyone at any time, swiftly and economically, and "personalize" information to suit the individual's needs. Mr. Kilgour envisions that GPO might operate a "Content Retrieval System" with terminals in bookstores. However, there may be pressures on GPO from other publishers, libraries, system developers. What is certain, he said, is that the future will be exciting.

Ken Rosenberg, NTIS, provided a brief update on NTIS activities. Except for the SRIM program and other specialized subscriptions, no price increases are planned for 1984. Corporate Author Authority List (PB83-156034), Data Element Dictionary (PB83-215723), and Compilation of Cooperative Data Element Dictionary of Five Federal Agencies' Systems... (PB83-193771) are now available. NTIS is developing a publication listing all valid U.S. Government, industry, and academic institution report numbers known to NTIS. The Smithsonian Scientific Information Exchange (SSIE) data base



is expected to be available on Dialog this fall. An update service to alert NTIS purchasers of reports superseding previous publications is being developed for 1984. Mini libraries including retrospective sets of microfiche and ongoing SRIM service are being developed for narrow technical areas. The first such library will include NTIS documents from the Office of Biological Services, Fish and Wildlife Service, since 1976.

- XVII. The general session adjourned and the committees met to continue their discussions and prepare resolutions and reports. Council reconvened at 8:30 AM, Saturday, September 17, to hear committee reports and to discuss and vote on proposed resolutions. Council was finally adjourned at 12:00 noon.

RESOLUTIONS ADOPTED BY THE DEPOSITORY LIBRARY COUNCIL  
TO THE PUBLIC PRINTER ON SEPTEMBER 17, 1983

AN-v5n4-3/84

I. General Resolutions

1. WHEREAS, Sarah Kadec has graciously facilitated the work of the Depository Library Council during her tenure as Director of the Library Programs Service; and  
WHEREAS, Sarah Kadec has fostered a cooperative spirit between GPO and the Depository Library Council; and  
WHEREAS, Sarah Kadec has significantly improved communications between GPO and the DLC,  
BE IT THEREFORE RESOLVED, that the Depository Library Council expresses its heartfelt gratitude to Ms. Kadec for her work with us; and  
BE IT FURTHER RESOLVED, that the DLC wishes Ms. Kadec every success in her future endeavors.
2. WHEREAS, Dan MacGilvray has been indispensable in all aspects of arrangements for the Depository Library Council meeting; and  
WHEREAS, Dan MacGilvray has consistently facilitated the work of the Depository Library Council; and  
WHEREAS, Dan patiently solves all the climatic, logistic, procedural, and other "sticky wicket" problems which make our meetings flow more smoothly,  
BE IT THEREFORE RESOLVED, that the Depository Library Council expresses its sincere appreciation for all the hard and consistent work that Mr. MacGilvray has done for us (Thanks Dan!); and  
BE IT FURTHER RESOLVED, that the Chair of Council especially expresses her sincere gratitude to Dan for his assistance in planning and implementing this meeting.

II. Government Operations Committee

1. The Council reaffirms its support for the development of the Public Printer's endorsed integrated automated support system for GPO's Library Programs Service. It is essential that the development of this system receive widespread input from depository libraries, a nationally recognized systems consultant, the Government Documents Round Table of the American Library Association, and the national library community. The Council urges that it have substantial ongoing and direct representation in the systems development. To this end it is requested that Council members immediately be supplied with the current and succeeding drafts of the system plan as they are produced for review. The Council recommends that the proposed automated support system be reviewed by a panel of recognized automation systems consultants to insure maximum utilization of current technology and system design.
2. The Depository Library Council expresses its appreciation for quick and effective response to Resolution 10 of the Spring 1983 Council regarding the Congressional Record and Federal Register. The Council requests that an equally acceptable solution be provided for the highest priority of Resolution 10, the lack of cover information (List of Sections Affected).



3. The Depository Library Council would like to bring to the attention of the Public Printer that timely appointments to the Council, the provision of a minimum of 60 days notice of meeting times and places, and the provision of appropriate materials for review at least 20 days in advance of scheduled meetings would significantly contribute to the effectiveness of the Council.
4. The Depository Library Council suggests that the GPO, at the earliest possible time, include all non-depository titles appearing in the Monthly Catalog in the depository system.
5. The Depository Library Council recommends that no change in the item selection scheme be made at this time.
6. The Depository Library Council strongly recommends that GPO meet its previous commitment to distribute to depository libraries the retrospective DOE Technical Information Center microfiche.
7. The Depository Library Council wishes to take this opportunity to commend the Public Printer for his farsighted understanding and approval of the concept of an integrated data processing support system for the Library Programs Service. The Public Printer is assured of the Council's desire to assist in bringing this plan to fruition.

### III. Bibliographic Control Committee

1. The Depository Library Council commends the Government Printing Office for establishing the classification hotline and urges that this service to depository libraries be continued.
2. The Depository Library Council urges the Government Printing Office to authenticate its serial records through the CONSER project.
3. The Depository Library Council recommends that the Government Printing Office give attention to the recent increase in typographical errors in classification appearing on shipping lists and take steps to eliminate the errors.
4. The Government Printing Office, in its response to Spring 1983 resolution number five, proposes to discontinue establishing personal name authorities through the Library of Congress NACO project as of October 1, 1983. The Depository Library Council recommends that GPO not unilaterally implement a change of this magnitude without:
  1. consultation with the bibliographic utilities to assess the impact on their users and,
  2. examination of alternatives such as discontinuing personal name authority work for technical report material only.
5. The Depository Library Council commends the Government Printing Office for beginning compilation of A Practical Guide to the Superintendent of Documents Classification System. Council recommends that GPO ensure that this manual reflect current classification policies and practices and provide for its updating to accommodate future changes.

6. The Depository Library Council recommends that the Government Printing Office develop procedures for distributing corrections in machine-readable form to subscribers of the Monthly Catalog tapes distributed by the Library of Congress.
7. At its Fall 1982 meeting the Depository Library Council submitted the following resolution: "Due to the increasingly widespread potential use of the GPO MARC tapes by bibliographic utilities, consortia, and individual libraries, the Depository Library Council recommends that GPO investigate the various problems being encountered in the use of these records." In its response to this resolution GPO recognized the problems encountered by users of its Monthly Catalog tapes and stated that a task force would be created by July 1, 1983, to study the issues and report its findings. Council is unaware that the proposed task force has been created. It now wishes to resubmit the 1982 resolution and urges that GPO take immediate action.
8. In response to the Government Printing Office's request for advice on Monthly Catalog format, the Depository Library Council recommends the following:

To improve searchability:

- a. Continue to provide the indexes to the Monthly Catalog separate from the register of full bibliographic information, but increase the amount of access information in the indexes so that most users need conduct only a one-step search.

- b. Provide the indexes as a microform publication which cumulates monthly to the end of the year and cumulate the annuals at the end of five years.

To reduce cost:

- a. Provide both the register and the indexes in microfiche.

- b. Provide the paper index and the fiche index as separate subscription items. Many subscribers would need only the indexes and not the full bibliographic record provided by the register.

To meet user format needs:

- a. Provide the register and the index in a choice of fiche or paper for depository libraries and as sales items in both fiche and paper.

To reduce printing delay:

The shift by some users to microforms or to purchase of the paper index without the register would reduce the volume of printing.

Example of format of records in index:

INDEX TERM IN CAPITAL LETTERS

SuDoc number

Main Entry

.Title. Edition. Publisher ... Date. p. Format. (series)

Item number (microfiche) Registry issue no.



## IV. Depository Systems Committee

1. Depository Library Council requests the continued awarding of certificates for: a) achieving an overall depository grade of excellent on an inspection; b) a special anniversary of the library; c) a special program or service which increases the use and effectiveness of the depository system. In addition we urge that GPO send press releases to the individual library receiving the certificate, the state library, the regional library, the Congressmen and Senators of the state and any other appropriate body.
2. The recurrent reports of the executive agencies required by law to be sent to Congress should be included in the depository library distribution system. Some of these reports, for example, the Freedom of Information Act annual reporting requirement, are not currently available for distribution to depository libraries. We urge GPO, as authorized by Title 44, to pursue these elusive documents.
3. We wish to commend GPO for revising the inspection report form. We recommend that depository libraries be encouraged to conduct a self-evaluation before the actual depository library inspection takes place using guidelines developed by GPO.
4. Recognizing that GPO has undertaken an intensive campaign to market the Depository Library Program, the Council recommends that GPO establish an on-going, comprehensive continuing education program for documents librarians throughout the country.
5. We support the statutory requirement (Section 1911, Title 44) for retention of depository materials by selective depositories for a five year period.

## DEPOSITORY LIBRARY SYSTEMS COMMITTEE REPORT

SEATTLE, WASHINGTON September 15-17, 1983

Committee Members present: Patricia Reeling, and Sandra Faull, chair.

Thursday afternoon

The marketing staff of GPO had expressed an interest in getting ideas from the council members and other participants for products to promote depository libraries in addition to what had been listed in their morning presentation. Our committee started off by talking about other methods and billboards were the only thing we could think of which had not already been mentioned. A suggestion from the audience that the mailing of the campaign information be addressed to reference librarian instead of director was made. The marketing staff also expressed interest in developing into a national resource for marketing. Librarians could bring their problems on how to reach target groups to the GPO marketing staff who could use their expertise to help solve the problems. In addition, the GPO marketing staff is trying to establish a depository library day during National Library Week. They are working with ALA on this idea and more information will be given as this is worked out.

Some depository libraries had expressed concern over the five year retention requirement for selectives. GPO had requested Council members discuss this issue. The discussion of all in attendance stressed the problem was in the DDIS system and the lengthy delays in add/drop procedures for item numbers. Once this system is running smoothly without bugs, the five year retention requirement will not be a problem. Some responsibility on the part of depository libraries and the selections made is part of being a depository library. It was agreed to leave the five year retention requirement alone.

Friday afternoon

Another issue which GPO asked for comment on was the workshops that are provided by their staff. The fall 1983 workshops have been completely changed as a result of the evaluations done last year by participants in 1982 workshops. These fall workshops will be videotaped as well as still photographs taken so both a video and a slide-tape presentation will be made available. Each section can be available as a single module for GPO staff to use with different audiences. The marketing staff is interested in developing a module. The audience expressed an interest in having a brochure for the workshop which would help documents librarians get permission to attend and also help get funding for their attendance to the workshop.

A revised draft of the inspection report form was handed to Council members when they arrived at the Seattle meeting. It has been updated to put more in about microfiche and maps. More weight is given to providing public service to documents. It also has eliminated information on sales which can be covered in the biannual survey. It is also easier to read. After specific comments were made on wording of questions, a general approval of the revised draft was given by the committee. A question arose on whether certificates are being given to libraries who receive an



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over-all rating of excellent. GPO staff replied they were. We would encourage GPO to share information about this libraries with the rest of the documents community via Public Documents Highlights and news releases to the local press.

A broader look at inspections was given by a suggestion to do a self-study before the depository inspectors show up. This would include an analysis of the needs of the program, how it interacts with other departments in the library and other staff members and how it serves the community as well.

Instructions to Depository Libraries also had been revised by GPO staff. There was no time to read it carefully and so the committee agreed to ask all Council members to go through it carefully and send comments to Bob Ferina, GPO inspector as soon as possible.

A question came up about international depository libraries as a result of one of the speakers presentations. One of the GPO staff explained there are International Exchange Service Libraries (IES) which have an agreement with the Library of Congress to receive federal publications. There are 98 libraries around the world. The largest number is in Canada but all parts of the world are represented. There are both full and selective libraries in this program. The full IES libraries receive 70% of what regional libraries take and 95% is in microfiche while 5% is in paper. Many university libraries around the world are involved in this program.

The University of Oregon staff have a major problem getting their hands on annual reports of agencies required to report by law to Congress. GAO tracks the requirements for reporting but locating a copy of the actual report is impossible in many cases. Freedom of Information Act requires many agencies to report annual statistics on how many inquiries are received etc. but these reports are not available. One graduate student at the University is having to use the Freedom of Information Act to sue the federal government for these annual statistics.

The Committee then started to write the resolutions attached. On Saturday morning, Jenny Cross and Marsha Mason were appointed to this committee.

GOVERNMENT PRINTING OFFICE OPERATIONS COMMITTEE REPORT

## Members Present:

Dennis Bruce  
Bruce Morton  
Johanna Thompson  
Barratt Wilkins  
Steven Zink, Chair

The Government Printing Office Operations Committee of the Depository Library Council held meetings on the afternoons of Thursday, September 15 and Friday, September 16, 1983, followed by its presentation of proposed recommendations for consideration by the full Council on Saturday morning, September 17, 1983.

THURSDAY

The GPO Operations Committee began its meeting with an open forum on appropriate issues which the audience might wish to bring to the attention of the Committee. A number of matters were discussed, including the problems posed by the large number of errors which appear on the shipping lists, the numerous corrections required by these errors, and even the errors which appear on the list of corrections. The discussion which followed pointed up the serious problem posed by the lack of quality control and delineated the stresses which have been placed on GPO's existing systems, procedures, and processes. Mention was also made of the problems with the GPO shelflist which contribute to the quality control concerns. In addition, the audience was reminded that GPO's study of the existing workflow for depository materials demonstrated that SuDocs numbers for a single depository publication might be typed up to forty-five times, and hence the possibility for error under the existing system is great.

Concern was expressed about the announced change in the numbering method used on the shipping lists. The present system is strictly sequential and allows a depository to detect immediately when a shipment is late. The proposal to attach a "#" would require that depositories receive the last shipment of a certain day before it can determine how many shipments were made on that day. Reservations were expressed that after a busy day, it would not be inconceivable that the last shipping list might not receive the "#" designation.

A member of the audience also brought to the attention of the Committee the wide range of postal charges being paid by the Government Printing Office for first class postage on envelopes of identical weight. The Government Printing Office is aware of this problem, but investigation up to the present has indicated



that the problem rests with the peculiarity of certain postal regulations concerning oversize envelopes. Further investigation into the matter is expected.

The numerous problems with the 5-year cumulative microfiche index to the Monthly Catalog were discussed. A representative from the Government Printing Office explained that the lack of header information was not the only problem with the tool. Due to the various formats used in the Monthly Catalog during that period of time, there is a high probability that a certain number of entries are not represented in the cumulative microfiche index. Thus, there is little hope for a higher quality index--even though headers on the fiche could be added. It was the consensus of the audience that even though the efforts of the GPO to improve the product through some paper guides were appreciated, this was a very poor product which should never have been issued. A suggestion was made that since it was the intention of the Government Printing Office to clean up the GPO MARC tapes, that it might be possible to reissue the cumulative index at some later date. No time frame was discussed.

There was little discussion concerning the sudden decision of the Government Printing Office to once again delay distribution of the backfile of the Department of Energy's Technical Information Center microfiche beyond the fact that many depositories wish to receive this material. It was noted that such a sudden change in plans following the iron-clad assurances that the material would be distributed (given during the Spring 1983 Depository Library Council meeting) disrupts the planning and budgeting processes of depositories who have taken appropriate steps in order to be able to process and house this massive amount of material. A suggestion was made that if the Government Printing Office lacked the necessary funds to distribute all of the material at the present time, it might distribute the material over the next few years.

The question of the dual distribution of the Monthly Catalog, about which the Government Printing Office specifically sought advice, was referred to the Bibliographic Control Committee since the issues involved had more to do with data elements to be included in the various products than with the format (microfiche or paper) of the Monthly Catalog.

#### FRIDAY

Most of the Committee's activities during this session dealt with the discussion of the concept of GPO's integrated Automated Data Processing (ADP) plan. Sarah Kadec presented to the Committee and to the audience a brief summary of the Plan. She then fielded numerous questions concerning the different functions of the proposal. There was widespread appreciation of the fact that

the Plan could potentially alleviate GPO's internal operational problems (such as the problems discussed by the Committee on the previous day--number of errors which appear on the shipping lists, etc.), and in this way lighten the workload of the depositories by eliminating many of the GPO-imposed mistakes which now take valuable staff time to examine and correct. Much of the discussion, however, centered around the fact that the system had great potential, not only as an internal tool for the GPO but also as a system to be used in a variety of ways directly by depositories. The design of the system in this regard was not clear. There was a consensus that details of the plan were needed, that depositories were not being kept abreast of the development of the ADP plan, and that library input is essential.

The lack of cover information on the List of Sections Affected was discussed in light of the Superintendent of Documents' announcement during the morning session that such information would be restored to the Federal Register by October 1. The lack of appropriate cover information on the List of Sections Affected was deemed to be very important and it was clear that the Committee should repeat its request that the Public Printer find a way to provide this information.

In response to the GPO's request for advice on how to alter the item selection process, the Committee held a spirited discussion of the various alternatives presented by the Government Printing Office. Every proposed change seemed to have its own very serious set of consequences. There was little agreement on a method to improve the situation. There was, however, widespread agreement among the members of the Committee and the audience that further study on this question should be made before any change is instituted.

The Committee adjourned to write resolutions.



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98-133*	Legislative Calendar No. 2 (December 6, 1983)	Foreign Relations	
98-134	Impact of Attorney General's Guidelines for Domestic Security Investigations (The Levi Guidelines)	Judiciary	

\*For Senate use only; not distributed to depository libraries.



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98-487	William P. Clark Nomination	Energy and Natural Resources
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98-496	Legislative Proposals Linking Commodity and Conservation Programs	Agriculture, Nutrition, and Forestry
98-497, Pt.1	Oversight on Boilermakers, 1983 (This item was printed with the incomplete identifying number "S.Hrg.98-497." The complete designation is S.Hrg.98-497,Pt.1.)	Labor and Human Resources
98-498	Tax Refund Offset Program for Delinquent Student Loans and Child Support Payments	Finance
98-499	1983-84 Miscellaneous Tax Bills--IV: S. 108, S. 1464, S. 1549, S. 1579, and S. 1600	Finance
98-500	Nominations--October--November (Brown, Hon. Clarence J., to be Deputy Secretary of Commerce; and Calvani, Terry, to be a Commissioner, Federal Trade Commission. Armstrong, Sandra, to be a Member, Board of Directors, Communications Satellite Corporation; and Hackett, James T., and Hanley, William Lee, to be Members, Board of Directors, Corporation for Public Broadcasting	Commerce, Science, and Transportation
98-501	Drug Threat to Arizona and the Southwest Border	Appropriations
98-502	Nominations of Richard H. Francis and Ralph L. Stanley	Banking, Housing, and Urban Affairs
98-503	Comprehensive Crime Control Act of 1983	Judiciary
98-504	Options to Implement an Interim Retirement Program for Civil Service Employees Who Will Be Covered by Social Security	Governmental Affairs
98-505	Nominations--Department of Transportation and Civil Aeronautics Board	Commerce, Science, and Transportation

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98-512	Equal Access: A First Amendment Question	Judiciary
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98-515	The United States-Mexico Border Economic Situation	Joint Economic
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98-547	Oversight of the Legal Services Corporation, 1983	Labor and Human Resources
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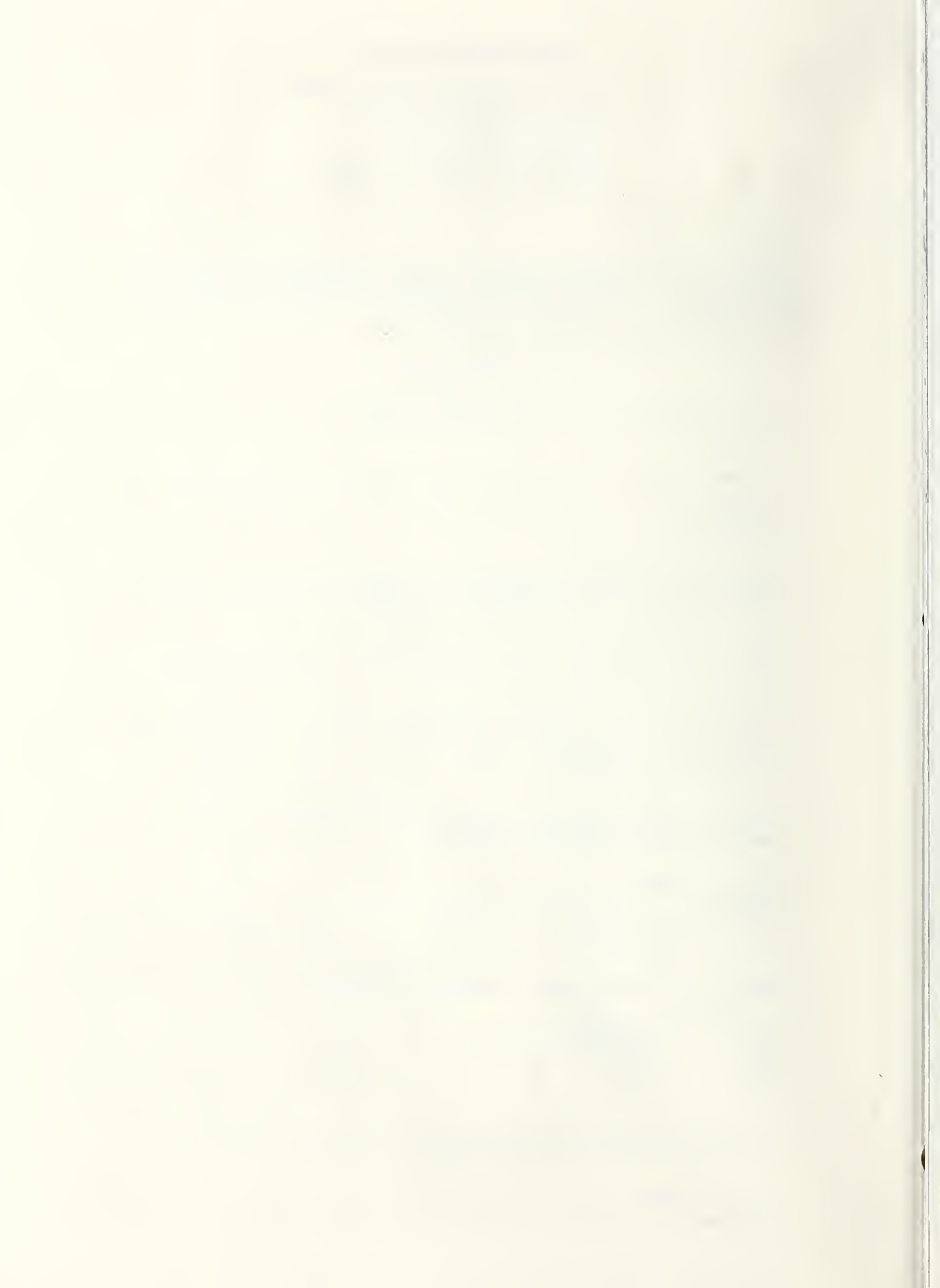
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